



RUTHERFORD COUNTY

Work Ethic Distinction Points Verification

Student Name *[First, Last]*

Date Submitted

Verified By *[First, Last]*

Date Verified

Attendance Standard

- ___ [1 point] Student has no more than 5 unexcused absences from school during their 8th grade year.
- ___ [3 points] Student has no more than 3 unexcused absences from school during their 8th grade year.
- ___ [5 points] Student has no more than 2 unexcused absence from school during their 8th grade year.

Discipline Standard

- ___ [1 point] Student has no more than 1 discipline referral during their 8th grade year.
- ___ [3 points] Student has no discipline referrals during their 8th grade year.

Work Quality & Initiative Standard

- ___ [1 point] Student submits a teacher letter highlighting quality work and initiative in one subject.
- ___ [3 points] Student submits letters from two teachers highlighting quality work and initiative in multiple subjects.

Community Service Standard

- ___ [1 point] Student has completed 5 hours of community service during middle school.
- ___ [2 points] Student has completed 10 hours of community service during middle school.
- ___ [3 points] Student has completed 15 hours of community service during middle school.

Engagement Standard

- ___ [1 point] Student is involved in at least one school club, organization, or athletic team.
- ___ [2 points] Student is involved in at least two school clubs, organizations, and/or athletic teams.
- ___ [3 points] Student serves in a leadership capacity in a school club, organization, or athletic team.

YouScience Standard

- ___ [2 points] Student completes an interest and aptitude assessment during their 8th grade year. *Ex: YouScience*

College & Career Exploration Standard

- ___ [1 point] Student attends a school-based college or career info session or classroom presentation.
- ___ [3 points] Student attends College & Career Planning Night organized by RCS and Rutherford Works.

Interview Experience Standard

- ___ [2 points] Student participates in a classroom-based mock interview or interview skills workshop.
- ___ [3 points] Student completes a job interview for employment or participates in a formal interview prep program.

Academic Competition Standard

- ___ [1 point] Student competes at a school level skills or academic competition.
- ___ [2 points] Student competes at a district or regional level skills or academic competition.
- ___ [3 points] Student competes at a national or global level skills or academic competition.

To earn the Rutherford County Work Ethic Distinction, a student must earn a minimum of 20 points during their 8th grade year.





RUTHERFORD COUNTY

Work Ethic Distinction Standards Guidelines

The Rutherford County Work Ethic Distinction is designed for 8th-grade students to achieve by meeting specific standards. To earn points towards any standard, students must provide documentation. Staff members can also manually add points by locating and verifying relevant information. The guidelines below offer examples of acceptable documentation for each standard. Please note that these are only recommendations, and other valid forms of proof may be acceptable. If you have questions, please contact Kaitlin Salyer at ksalyer@rutherfordchamber.org.

Attendance Standard

Student should provide documentation from a student portal or management system of their 8th grade year attendance record. Alternatively, a staff member can check school records to manually award points. Absences should be accounted for based on current school attendance policy. Students should not have absences counted against them if they are excused by the school for legitimate reasons, including but not limited to, college visits, quarantine, and other medical reasons.

Discipline Standard

Student should provide documentation from a student portal or management system of their 8th grade year disciplinary record. Paper documentation provided by a member of administration would also be accepted. Alternatively, a staff member can check school records to manually award points.

Work Quality & Initiative Standard

A signed letter from a teacher or a direct email from the teacher can be submitted on the student's behalf. If a signed letter is submitted by the student, please confirm with the teacher to verify its authenticity.

Community Service Standard

Student should provide documentation verifying their participation in community service activities. This can include a letter or certificate from the organization where the service was completed, detailing the hours and tasks performed. Paper documentation from a supervising staff member or community leader would also be accepted. Alternatively, a staff member can verify the service hours and manually award points based on the school's records or information provided by the organization.

Engagement Standard

Student should provide documentation verifying their participation in school clubs, organizations, or athletic teams. This can include a letter, membership roster, or confirmation from the faculty advisor or coach. Paper documentation from the advisor, coach, or other school personnel would also be accepted. Alternatively, a staff member can confirm participation or leadership and manually award points based on school records or communication with the relevant club or team.

YouScience Standard

Student should provide documentation confirming the completion of their YouScience interest and aptitude assessment. This can include a screenshot or report from the YouScience platform or verification from a teacher or school counselor.

College & Career Exploration Standard

Students should submit proof of participation in a school-based session or College & Career Planning Night. Acceptable documentation includes a sign-in sheet, event flyer with staff contact info, agenda, or a verification letter from a school staff member.

Interview Experience Standard

Students should provide documentation of completing a job interview or participating in an interview prep activity. Acceptable documentation includes a confirmation email, workshop agenda, signed verification form, or a letter from a staff member or employer.

Academic Competition Standard

Student should provide documentation confirming their participation in skills or academic competitions. This can include a certificate of participation, official event roster, or a letter from the competition organizer or school staff member. Alternatively, a staff member can verify participation and competition level and manually award points based on school records or event documentation. Examples include participating in The Amazing Shake Competition, SkillsUSA, etc. **This standard does NOT include athletic competitions.**